



Elements of Non-Fiction

Informational text

- **Informational text** is any text such as newspapers, magazines, textbooks, and certain websites that give facts.

Fact and Opinion

- A **fact** is something that can be proven to be true.
- An **opinion** expresses a personal belief or feeling. It cannot be proven to be true.

Graphic Features

- **Graphic features** are those features contained in an article that present information visually.
- There are three (3) main types of graphic features.

Graphic Feature # 1

- **Headings-**

- A **heading** is a kind of title for the information that follows it.
- There can also be **sub-headings** which would be a title for information that is contained in the heading.
- Headings are set off by the size of the font and possibly the color.

Graphic Feature # 2

- **Design Features-**

- ***Design features*** are used to steer your eyes to the different types of information and make the text easier to read.
- Some design features include:
 - Colors
 - Borders
 - Boldface or italic type
 - Different font styles
 - Bullets
 - Logos

Graphic Feature # 3

- **Pictures, illustrations, maps, charts, diagrams, graphs, and tables** show complex information using lines, drawings, and symbols.
- They also contain other elements that help you figure out that information:
 - **Title**- identifies the subject or main idea
 - **Labels**- identify specific information
 - **Caption**- the text under an photo or other illustration that explains what you are looking at
 - **Legend or Key**- helps you interpret symbols and colors
 - **Source**- tells where the information in the graphic came from

Text Structures

- **Text structures** are the ways in which an informational text is organized.
- There are five (5) basic structures:
 - **Cause and effect**- focuses on the relationship between causes and effects
 - **Chronological order**- shows events in the order in which they happened
 - **Compare and Contrast**- focuses on the similarities and differences between things
 - **Enumeration or list pattern**- organizes information in a list by order of importance
 - **Problem-Solution**- focuses on a problem and the solutions to it.

Evaluating Evidence

- **Evidence** is the support or proof that backs up an idea, conclusion, or an opinion.
- To evaluate evidence, you must read carefully and decide whether the writer has presented evidence that is adequate, appropriate, and accurate.
- This is especially true of websites, but useful in all text that you read.

Citing Evidence

- To **cite** evidence that you will use in answering a question or proving a point, you:
 - Use quotation marks around the exact words you have pulled from the text.
 - Write the page number(s) down indicating where you have found this evidence.
 - Write down the explanation of why you chose this evidence to answer your question or prove your point.

Annotations

- **Annotations** are the marks you make on text – either fiction or non fiction- that help you understand what you read.
- If you happen to own the book or paper, you should be able to mark in/on it using pencil and possibly highlighter.
- If you do NOT own the book or paper, you use post-it notes to mark in/on it.

Annotations (continued)

- If you are able to mark in/on the book/paper, underline the key words including vocabulary and circle any unfamiliar words.
- If you CANNOT mark in/on the book/paper, use the post it notes to label the key words, vocabulary and unfamiliar words.

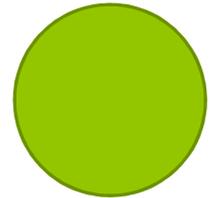
Text Annotation # 1



- Add a star when you read something that seems vital, important, key, memorable, or powerful.

Text Annotations # 2 and 3

- Underline or **highlight** key words and vocabulary words that will help you understand what's happening in the text.
- Circle any unfamiliar words including key words and vocabulary that you will need to find definitions for or need help in clarifying definitions.



Text Annotation # 4



- Add a check mark when you read something that makes you say, “Yeah, I knew that”, “I predicted that”, or “I saw that coming.”

Text Annotation # 5



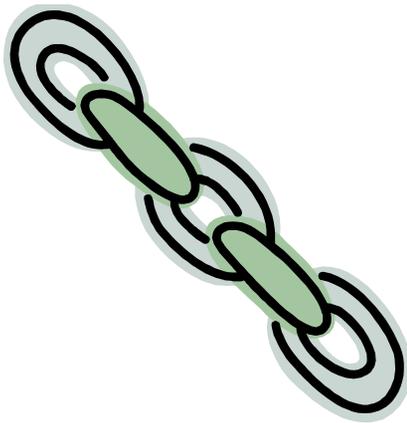
- Add a question mark when you have a question, need clarification, or are unsure about something.

Text Annotation # 6



- Add an exclamation point when you discover something new, surprising, exciting, or fun that makes you say, “Whoa”, “Cool”, “Yuck”. “No way”, or “Awesome”.

Text Annotation # 7



- Add a chain link when you have connections between the text and your life, the world, or other things you have read.

Text Annotation # 8



- Add an “X” when you run across something that contradicts what you know or expect.

Text Annotation # 9



- Add a eye when the reading makes you really see or visualize something.